



Town of Sudbury

Community Preservation Committee

RECEIVED
10/13/21

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PROJECT SUBMISSION FORM

Applicant:

Submission Date:

Group or Committee Affiliation (if any):

Applicant Address:

Purpose (please select all that apply):

Open Space & Recreation

Community Housing

Historic Resource

Applicant Email & Phone Number:

Project Manager Email & Phone Number:

Project Name:

Project Description:

Costs:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (Amount and Source)
2023			
2024			
2025			
2026			
2027			
Total			

How does this project meet the General Criteria and Category Specific Criteria for Community Preservation Committee projects (see attached)?

Does this project fall within the jurisdiction or interest of other Town Boards, Committees, Commissions, or Departments? If so, please list the boards, committees, commissions, or departments, whether applications and/or presentations have been made, and what input or recommendations have been given.

For Community Preservation Committee Use:

Form Received On: _____

Project Presented to CPC On: _____

Reviewed By: _____

Determination: _____

Community Preservation Act Funding Request FY23 - Historic District Design Guidelines

Project Description

In 1963, Sudbury became one of the first towns in the Commonwealth to establish Local Historic Districts with the intent to preserve the architectural integrity of Sudbury's most historically significant properties. Overseen by the Historic Districts Commission (HDC), the town currently has four local historic districts – The Town Center Historic District, The Wayside Inn District, the King Philip District and the George Pitts Tavern District – encompassing over 350 individual properties dating from the 18th century to present day. The HDC respectfully requests funding for the creation of comprehensive and professionally-developed Design Guidelines for Local Historic Districts.

Following the criteria set forth under Chapter 40 of the Acts of 1963 (amended 2005), the Historic District Commission reviews all proposed alterations within the districts that are visible from the public right of way. Examples of alterations subject to review include, but are not limited to: changes to paint color, replacement windows and doors, the addition or removal of shutters, maintenance upgrades such as new roofs and gutters, new technologies such as solar panels, building additions, signage, stone walls, fencing, demolition of existing structures, and new construction of any kind. Projects must be reviewed and receive approval from the HDC in the form of a "Certificate of Appropriateness" before any work can begin.

Design Guidelines are a key preservation tool used by the Historic Districts Commission in administering design review. Consisting of written and graphic information in a printed format, they are used by the Commission and applicants alike in the review process. Sudbury's current Historic District Guidelines are currently overly-broad and would benefit from more robust detail reflecting best preservation and restoration practices, and more concise guidance and direction on how to incorporate renovations, new building technologies, and new construction in a historically sensitive manner.

The Historic Districts Commission recognizes the need for an updated set of guidelines to not only assist property owners within the districts, but also create a consistent set of standards to guide future commission members. When used in conjunction with local bylaws, they help encourage appropriate design that respects district character by applicants and foster predictability in Commission actions. These guidelines will help serve as the basis for the review process and provide a stronger and more concise foundation for decision making. The Design Guidelines will be used by the HDC, residents and business owners within the boundaries of the historic districts, the Historical Commission, the Planning Board, and as a

resource for any property owner looking to undertake historically appropriate and sensitive renovations to their home or business.

It is estimated that the total cost to develop the Design Guidelines will be \$35,000. The Historic Districts Commission is seeking full funding from CPA funds under the historic category.

CPA General Criteria

This proposal is eligible for the Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation.

Historic Districts Design Guidelines will:

- Aid in protecting and preserving Sudbury's historic, cultural, and architectural resources of significance, particularly those within established Local Historic Districts.
- Help preserve the essential character of the town, as described in the Master Plan.
- Address the Policies and Actions, Section B identified in the 2019 Master Plan: develop more robust resources for historic homeowners (B.3) and Create a more descriptive and informative Historic Districts Design Guidelines (B.5).
- Help preserve town assets: several of the most prestigious historic structures located within local historic districts are town-owned properties, including the Goodnow Library, the Hosmer House, Town Hall, and the Flynn Building.
- Assist and support the work of the Historical Commission, the Planning Board, the Design Review Board, and any Sudbury property owner looking to undertake historically appropriate and sensitive renovations to their home or business.

Support

In addition to the Historic Districts Commission, the following committees, boards, departments all have a vested interest in the preservation and protection of Sudbury's historic buildings, structures, objects, and landscapes, and helping to ensure a smooth and predictable approval process for property owners:

- Historical Commission
- Planning Board
- Select Board
- Design Review Board

Similar CPC Funded Projects in Other Communities

Town	Date	Amount	Project Description
Fall River	2019	\$50,000	Creation of preservation design guidelines which will entail an in-depth study of the cities specific history and architecture, capturing our communities individual uniqueness. The study will establish specific guidelines for preservation and restoration of historic properties including: Process, ext. woodwork, masonry, windows and doors, sustainability, architectural style, ext. maintenance, roofing, landscape, commercial properties, addition and new construction.
Wellesley	2016	\$20,000	The Planning Board is seeking to develop historic district guidelines that will provide unambiguous guidance on the rehabilitation of existing properties as well as new construction in the local historic districts in town. The new guidelines will serve as the basis for the review process by the Historic District Commission as well as provide guidance to Wellesley residents looking to undertake historically appropriate renovations to their properties.
Falmouth	2010	\$25,000	The funding for the Local Historic District design review guidelines will be applied towards historic preservation consulting services associated with the Historic District Commission's creation of updated historic preservation guidelines.

Sample Historic District Guidelines from Other Massachusetts Towns

- Acton
https://0de787a5-0f6f-469d-ac79-2f890a718b54.filesusr.com/ugd/04159b_503d24bc1aba4bae9d9c5b9e7f356905.pdf
- Bedford
https://0de787a5-0f6f-469d-ac79-2f890a718b54.filesusr.com/ugd/04159b_7432d716fec4627bb22977dcca8585d.pdf
- Concord
https://0de787a5-0f6f-469d-ac79-2f890a718b54.filesusr.com/ugd/04159b_d66ea1df164f423a9c5b90362e73e7ed.pdf

Harvard

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- Wellesley (CPC funded project)

https://wellesleyma.gov/DocumentCenter/View/22451/00_HPDPG_final_2021_reduced